**PROJECT CLOSURE AND FEEDBACK FORM**

This form is to be completed by the Applicant that has been awarded CSI funding. This is required as a condition of the CSI providing funding. The CSI would like to be involved in the Project and visit during the Project. We’d also like to receive photographs of the event, including those showing the CSI logo.

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| **SECTION 1- YOUR PROJECT FEEDBACK** |
| **1.1 Project Summary** |
| In this section, we would like you to tell us about your project, what were the outcomes, what was achieved and whether the project would be suitable for other schools and organisations and what went well and anything that could be improved and the learning outcomes. |
| [complete here] |

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| **1.2 Successes and Challenges** |
| Please describe the successes and challenges of the Project and how any challenges were resolved. |
| Successes [complete here] |
| Challenges [complete here] |

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| **1.3 Benefits** |
| Please describe the benefits to the participants undertaking the Project Project, both tangible and intangible. |
| [complete here] |

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| **1.4 Unanticipated or Extra Benefits** |
| Please describe any extra or unanticipated benefits that the Project provided. |
| [complete here] |

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| **1.5 Funding (CSI and other)** |
| Please confirm that the CSI funding was expended on items as described in the Application.  Was additional funding required? |
| [complete here] |

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| **1.6 References and Documents** |
| Please note any documents, photographs etc, which are provided to confirm expenditure of CSI funding on the project. |
| [complete here]  [List here and attach documents]  Receipts / accounts  Photographs  Presentation if applicable |

**Thank you for completing out Feedback Form. We hope that the CSI Funding provided made a difference to the success of the Project and enabled valuable participation in STEM activities.**

Applicants – please do not fill in - CSI Use only

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| **1.7 Project Closure** | |
| Confirm here for CSI Record Purposes | |
| Funding provided and spent as Application? | **YES / NO** |
| Receipts provided for Equipment | **YES / NO** |
| Visits undertaken during Project | **YES / NO** |
| CSI Logo used in Project / acknowledgement of CSI funding | **YES / NO** |
| Feedback Completed | **YES / NO** |
| **Signed – CSI Contact** | **Date** |
|  |  |
| **Internal Comments on Project**  Include any opinion on delivery of project and anything that should be considered if there is a repeat application for CSI funding. |  |